

CONSUMER CONFIDENCE REPORT (CCR) CERTIFICATION
SEE GENERAL INSTRUCTIONS ON BACK

PWS Name: * _____

PWS ID#: * _____

I, the undersigned, certify our system's Consumer Confidence **Report** for calendar year _____ **was prepared and distributed according to the requirements for our system** in 40 CFR 141.153, 141.154, and 141.155 and appropriate notices of availability have been given. Also, I certify that the **report contains information that is correct and consistent with the compliance monitoring data previously submitted** to the Division of Water (DOW). ***: Required information.**

- ☐ 1. Date CCR distributed to customers: * _____
- ☐ 2. Date CCR sent to DOW: _____
- ☐ 3. How CCR distributed to customers: * _____

(If CCR was printed in newspaper, include name of newspaper & date printed; **include a copy** of the newspaper clipping, showing the date the report was printed)

To publish report in the newspaper as the major distribution method, your system must:

- a) Have a **POPULATION SERVED** of 10,000 or less (**NOT** the number of taps; see General Instructions on back);
- b) Publish the report in a local newspaper by **July 1**;
- c) Notify your customers by **July 1** that the report will not be mailed **unless requested** and is available upon request. Indicate customers were notified. (***REQUIRED IF PUBLISHED IN PAPER**): _____

- d) Develop procedures to make the report available. Indicate procedures used (***REQUIRED IF PUBLISHED IN PAPER**): _____

If your system serves a population of less than 500 (NOT the number of taps; see **GENERAL INSTRUCTIONS** on back), you need only notify your customers by **July 1** that the report is available upon request. Indicate how customers were notified & how the report was made available upon request: _____

- ☐ 4. "Good faith" efforts (GFEs) to reach the nonbill-paying customers (Circle letter of methods used) (See **GENERAL INSTRUCTIONS** on back). ***REQUIRED FOR ALL SYSTEMS.**
- a) Posting the CCR on the Internet [**Required for systems with a POPULATION SERVED of greater than 100,000**]. URL: _____
- b) Delivering multiple copies or announcements of its availability to single bill addresses (apartments, rest homes, hospitals, schools, factories, etc.) (list locations).
- c) Delivering to community organizations (attach list).
- d) Posting the CCR or an announcement of its availability in public places (attach list of locations).
- e) Publishing CCR or an announcement of its availability in local newspaper (attach copy).
- f) Advertising availability of the CCR in news media, local cable access channel, etc. (attach copy of announcement).
- g) Mailing CCR to postal patrons within the service area (attach zip codes used).
- ☐ 5. Other (attach description of additional methods used or explanation or use back of sheet).

Name: * _____ Signature: * _____

Title: * _____

Address: _____ Phone: _____

_____ Date: _____

(Mail to Drinking Water Branch.)

DEP 6058 (03/04)

Kentucky Division of Water
Drinking Water Branch **ATTN: CCR**
14 Reilly Road
Frankfort KY 40601



GENERAL INSTRUCTIONS

- A. Include a **separate** report & certification for **each** PWS ID# that your public water system (PWS) has. It may be the same report, you just need to submit a copy for **each** PWS ID#.
- B. Mail the certification(s) to the Division of Water at the address below **after** you distribute your CCR to your customers, but **by JULY 1** of each year. Make sure you submit a copy of your CCR to the Division of Water, either with the certification, or before you submit the certification.
- C. System is eligible for different distribution requirements if your **POPULATION SERVED** (NOT the number of taps or customers) is 500 or less, or 10,000 or less. If you are not sure of your system's **POPULATION SERVED**, contact the Drinking Water Branch at 502/564-3410.
- D. For Item #3, system shall indicate **how** the CCR was distributed to customers: by mail, direct delivery, hand delivery, publication in local newspaper, etc. To be eligible to publish in the local newspaper as the major distribution method, the system **must** meet all the required elements of a), b), c), and d) on front, and must document them.
- E. System is encouraged to submit any documentation showing the date the CCR was distributed to customers, including post office receipt of mailing. If you distributed it by publishing it in a local newspaper, you must include a newspaper clipping (or copy of newspaper clipping), showing the name of the paper and the date the CCR was published. If the date and name are not included, then a certification from the newspaper office should be included.
- F. All systems **must** make a good-faith effort (GFE) to notify the nonbill-paying customers by using a **variety** of methods **applicable to the system** to reach a majority of those customers. If system published the report in the newspaper as the distribution method, **other** good-faith efforts **must also** be used. Nonbill-paying customers are people who use your water, but who do not receive a bill. Examples are people in apartments or trailers where the owner/manager pays the water bill; workers in a factory who come from outside the county or water district; teachers & students at a school who live outside the district; etc. If systems have factories, apartments, mobile homes, schools, etc., in their service area, systems should at least try to notify those consumers.
- G. Certification is to be signed by the person responsible for the overall operation or management of the system.
- H. Mail CCR & certification to:
Kentucky Division of Water
Drinking Water Branch ATTN: CCR
14 Reilly Road
Frankfort, KY 40601

Note **Drinking Water Branch**.

Do not include Water Resources Branch, KPDES Branch, Department for Environmental Protection, Commonwealth of Kentucky, etc.
- I. The use of this specific form is not required: System may also submit other "certification" or "confirmation" forms prepared by other entities or a letter, **as long as the required information is included**. Examples of organizations that have forms are the U.S. Environmental Protection Agency and the Kentucky Rural Water Association, but you may have to add information to make older forms complete.
- J. If you have questions about your CCR or certification, you may contact Stacey Hans in the Drinking Water Branch at 502/564-2225, ext. 555; e-mail Lora.Gowins@ky.gov.